



PROCEEDINGS OF THE BROWN COUNTY NEVILLE PUBLIC MUSEUM GOVERNING BOARD

Pursuant to Section 19.84, Wis. Stats., a meeting of the **Brown County Neville Public Museum Governing Board** was held at 4:30 p.m. on Monday, January 12, 2015 at the Neville Public Museum, 210 Museum Place, Green Bay, Wisconsin

PRESENT: Kevin Kuehn, Bernie Erickson, Erik Hoyer, Sandy Juno, Kramer Rock,
and Diane Ford
ALSO PRESENT: Kasha Huntowski, Kevin Cullen and Beth Lemke

CALL MEETING TO ORDER

1. Chairman Kuehn called the meeting to order at 4:32PM.
2. APPROVE/MODIFY AGNEDA

Motion made by Erik Hoyer and seconded by Diane Ford to approve the agenda.
Vote taken.

MOTION APPROVED UNANIMOUSLY.

3. Museum Directors Report.

The Neville Public Museum Governing Board met Monday, January 12, 2014. The meeting included detailed review of the January Education and Recreation Committee meeting; discussion of position recruitment, and discussion of the last quarter museum attendance and admissions revenue.

4th quarter Museum attendance and admissions revenue

- October '14 had a 20% increase in attendance and 65% increase in admissions revenue when compared to 10/2013
- November '14 had a 41% increase in attendance and 65% increase in admissions revenue when compared to 11/2013
- December '14 had a 31% increase in attendance and 40% increase in admissions revenue when compared to 12/2013

Over 250 candidates applied for the Assistant Curator. Sixteen interviews are scheduled January 21st-23rd. Interview questions were rewritten and submitted to the Museum's Human Resources Analyst.

Over 140 candidates applied for the Research Technician. Thirteen interviews are scheduled February 5th and 6th. Interview questions had to be created for this position. Questions were submitted and approved by the Museum's Human Resources Analyst.

Stakeholders met Tuesday, January 6, 2015 and participated in a group exercise with the intention to identify the Neville Public Museum's Strategic Purpose. A leadership team has been defined of the following staff: Beth Lemke, Kasha Huntowski and Kevin Cullen. The leadership team continues to meet Metacomm. Subsequent training and planned rollout of the much needed strategy for the Neville's future as a community partner is being determined at the time of the meeting.

2015 Governing Board Meeting Dates

Monday, February 9, 2015
No meeting on Monday, March 9, 2015
Monday, April 13, 2015
Monday, May 11, 2015
Monday, June 8, 2015
Monday, July 13, 2015
Monday, August 10, 2015
Monday, September 14, 2015
Monday, October 12, 2015
Monday, November 9, 2015
Monday, December 14, 2015

Lively discussion ensued, Follow up action to be taken on 2015 promotions plan by Director. Information will be provided at the February meeting.

4. Such other matters as authorized by law:
Supervisor Erickson suggested Museum Staff utilize the information in the Press Gazette newspaper section *Glimpses of the Past* to better connect with community partners.

Next meeting of the Neville Public Museum Governing Board will be **Monday, February 9, 2015 at 4:30pm.**

5. Adjournment. Motion to adjourn made at 5:25PM by Erik Hoyer and seconded by Diane Ford. Vote taken.
MOTION APPROVED UNANIMOUSLY